

**GLEN ARBOR TOWNSHIP**  
P.O. Box 276 Glen Arbor, MI 49636  
231-334-3539 FAX 231-334-6370

Peter Van Nort, Supervisor

John Pepler, Trustee

Bonnie Quick, Clerk

Don Lewis, Trustee

Terry J Gretzema, Treasurer

**Regular Board Meeting**  
December 19, 2017 Minutes  
Meeting was recorded

Township Supervisor, Peter Van Nort, called the meeting to order at 7:30 PM in the Glen Arbor Town Hall meeting room. All board members were present. The Pledge of Allegiance was recited.

The agenda was presented with additions and modification and accepted. **Motion to approve the agenda by Lewis. Support by Pepler. Motion carried.**

Minutes from the November 21, 2017 regular board meeting were presented. **Motion to approve the regular board meeting by Pepler. Support by Lewis. Motion carried.**

**Public Comment** – Bill Merserve, Glen Lake Association – Watershed Protection Plan. All 3 townships, Empire, Kasson, and Glen Arbor have committed to donations for a total of \$8,500. There is a meet and greet with Tony Groves, the consultant, it will be in mid-January. The township representatives are invited to attend. Tim Cypher has agreed to be the representative for Glen Arbor Township, as well as, Empire's representative. The Association did get a grant from the Grand Traverse regional foundation. The Association asked for \$7,500, however they were granted \$1,000.00. The Glen Lake Association has been working with a device called a 2PCR, which is a DNA counter. They have been looking at the worms that cause swimmer's itch. The device may also detect human DNA, which can be used to detect leaking septic systems.

Michelle Aucello, Day Forest Road – she is in favor of a new ice skating rink. She wondered if the rink, that is being considered, will have coils in it.

**Treasurer's Report**

Cash on hand as of 12/19/2017 is \$2,207,637.38. The Park Construction Fund is \$647,611.55.

Based on ESAC request, the ESAC bank accounts will be reconciled in the first 2 days of the month online. If we wait for the paper statement to arrive it is usually the 8<sup>th</sup> to the 10<sup>th</sup> of the month. As a result the bank balances are not accurate for the ESAC reports on the 2<sup>nd</sup> Wednesday of the month.

General Fund: Expenses: \$31,842.95. Payroll: \$15,980.99. **Motion to approve and pay General Fund expenses and payroll by Gretzema. Support by Pepler. Motion carried.**

**Emergency Services Advisory Commission Report** – Bill Witley – payroll and bills were reviewed at the ESAC board meeting. All were approved and recommended for payment.

The board continues to be well informed on all matters, financial, personnel and long term planning needs in both Station #1 and Station #2.

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Emergency Services: Expenses: \$42,679.00. Payroll: \$73,718.55. **Motion to approve and pay the Emergency Services expenses and payroll by Van Nort. Support by Quick. Motion carried.**

**Fire Chief Operations Report** – Chief Dodson – general staffing issues were discussed in the Emergency Services Board meeting. Aaron Brown will be promoted to Lieutenant, effective immediately. **Motion to authorize the Chief to promote Aaron Brown to the position of Lieutenant by Van Nort. Support by Quick. Motion carried.**

Aaron was the safety officer, and as a result of his promotion, there is a vacancy for the position of Safety Officer, which comes with a stipend of \$100.00 a month. The Chief spoke with Nate Purdue about the Safety Officer position. Nate has accepted the position.

Regarding the current opening there is a date in February to test 2 current applicants, as well as, we are currently accepting additional applications.

Chief Dodson would like Clerk Quick to swear in the new Lieutenant, at the Board meeting 01/16/2017.

Our newest employee, who has been with us over 60 days, will have his orientation extended additional 30 days. This extension is due to the fact he transferred from Alabama and it took almost a month for his license to transfer. He was only able to be an observer on the ambulance, during that period of time, instead of training. As a result, his orientation has been extended. His benefits will start at his 90 day mark.

Gretzema noted that in the Community Report, that tanker #221 is on loan to Frankfort. He asked if that is a normal situation. Dodson stated that Frankfort had lost a tanker in a rollover. Dodson stated he spoke with Supervisor Van Nort about loaning the tanker. There is a hold harmless agreement and Frankfort has the vehicle insured under their insurance.

Frankfort is interested in buying the tanker from the Glen Lake Fire Department. This tanker is scheduled for replacement in 2 years. Glen Lake Fire Department wants to acquire a much larger tanker.

**Zoning Administrators Report** – Submitted in writing.

**Monthly Assessors Report** – Submitted in writing.

### **Correspondence**

- GLA Newsletter
- Notice – Michigan Court of Appeals has struck down that if you held a primary residence exemption that you could only rent your home for 14 days. There is no limit on someone who has a house with a PRE and how long they can rent it for.
- Proposal for new dock at the end of Lake Street.
- Monthly letter from the Par Plan

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- Suttons Bay Rentals
- CMS PCSR Hearing – Cost Recovery Plan
- MDEQ “The Loan Arranger”
- Leelanau County Road Commission - Monthly Report
- MTA Updates (3)

### **Unfinished Business**

- Glen Arbor Park Construction Status Report – Rick Schanhals – Phase I is almost complete. The sidewalk is in and debris has been cleaned out. The wall is built on the court side. The pavilion will be moved.

Equipment has been ordered and is starting to come in. Bids are coming in for the tennis court which needs replacement.

At this point we are getting bids to put coils in for an ice rink. While the basketball court is out, this is the time to put the coils in. If it is decided that there will not be an ice rink the basketball court will be switched from concrete to asphalt. This would be a slopped court.

Coils in the concrete for the skating rink would run \$100,000. 4 chillers to cover a 75 x 75 foot area would be another \$100,000. Warming room, \$100,000. The equipment to maintain the ice, \$30,000.00 to \$50,000.00. Estimated cost for the ice arena \$350,000.00.

Gretzema asked about on-going expenses. Rick stated \$2,000.00 a month for electricity, and \$100.00 a day for someone to go over and maintain the ice. \$20,000.00 to \$25,000.00 operating expenses for the year.

Van Nort asked if the initial commitment is \$100,000.00 how long could it sit without the remainder of the commitment. Rick stated the coils would be good for 20 to 30 years. If the coils went in this Spring, it would require \$100,000 and then there would be time to determine how to get the remainder of the funding after that.

Van Nort asked what the timeline would be if approved. Rick stated January/February of this year in order to put the ordering and preparation in place.

Gretzema asked if there was any revenue possibilities for the use of the rink for people outside the area. Rick stated it would have to be a gated area to do that.

Van Nort asked what was the position of the Park Commission. Rick stated that the Park Commission is split. However, if there is funding they are interested in having it done.

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Lewis suggested contacting other municipalities, which have an area, and find out the reality of participation and what the cost of maintenance actually is, including liability.

Van Nort stated the Board is still open, but cautious, the Board would like the information regarding the success in other municipalities and what the liability has been.

Lewis also asked are there other opportunities to use the space in off season months, when not being used for skating.

- LED Sign – Users of the sign would be asked to contribute towards the purchase of the sign. **Motion to purchase a sign next year with a limit of \$26,000 by Gretzema. Support Lewis. Motion carried.**

### **New Business**

- Michigan Mutual Aid Box Alarm System Association – Chief Dodson recommends we participation in this program. **Motion to participate in this program by Lewis. Support by Pepler. Motion carried.**
- Budget Amendments – **Motion to approve budget amendments by Van Nort. Support by Quick. Motion carried.**
- Replace Copier – Terry Gretzema – currently he has 3 bids for replacement. Gretzema suggests purchasing next year. **Motion to purchase copier next year by Van Nort. Second by Lewis. Motion carried.**

**Planning Commission Report** – John Pepler – The review of the current zoning ordinances has begun.

**Public Comment** – None

**Board Member Comments** – Question regarding e-mail sent to multiple people within the county.

**Supervisor Comments** – The Supervisor attended a MTA policy seminar. He was pleased with seminar and will be reviewing the content with Quick and Gretzema.

There being no further business, the meeting was adjourned at 8:52 PM.

Respectfully submitted,

Lori Nash  
Glen Arbor Township Deputy Clerk